

# Request for Qualifications

**City of Canton, Ohio**  
Purchasing Department  
218 Cleveland Ave. SW, 6<sup>th</sup> floor  
Canton, Ohio 44702

Architectural/Engineering Services for the John Barker Spring House

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**Item/Project**

Park Commission

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**Responsible Department**

Monday, November 9 at 4:00 PM local time

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**Proposals Due By**

**Proposal Submitted By:**

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**Company Name**

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**Street Address**

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**City**

**State**

**Zip**

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**Contact Person**

**Phone No.**

**Email Address**

# **Request for Qualifications**

## **City of Canton**

### **Professional Architectural/Engineering Services**

#### **Overview**

The City of Canton Park Commission intends to contract for professional architectural/engineering services for the renovation of the John Barker Spring House. This will involve evaluating the structure to determine the optimal design of the renovation, drafting the technical bid specifications for the renovation, developing cost estimates for the project, and potentially providing construction management services for the project.

#### **Project Description**

##### **General Information**

- Project Name: John Barker Spring House Renovation
- Estimated project duration: Unknown

##### **Professional Design Services Needed**

- Evaluate the structure and the functional/aesthetic improvements required at the location named below to determine the extent of the renovations needed.
- Draft technical bid specifications for the renovation of the structure at the location named below
- Develop cost estimates for the renovation of the below named location.
- Potentially provide construction management services

##### **Location**

- John Barker Spring House  
1700 Monument Road NW  
Canton, Ohio 44709

#### **Questions**

Please direct all questions regarding this RFP in writing by **Friday, October 30, 2015 at 4:00 PM** to:

John Highman, Assistant Director of Purchasing  
[john.highman@cantonohio.gov](mailto:john.highman@cantonohio.gov)

#### **Building Walk-Throughs**

All parties interested in submitting a statement of qualifications for this project are encouraged to visit the location which is open to the public at all times. Access to the utility closet shall be made available upon request. Please contact Park Director Derek Gordon at [derek.gordon@cantonohio.gov](mailto:derek.gordon@cantonohio.gov) if this access is needed.

### **Statement of Qualifications**

Please provide a statement of qualifications including the following information:

- Information regarding the firm's history
- Education and experience of owners and key technical personnel who will be assigned this project
- The technical expertise of the firm's current staff
- The firm's experience with similar projects
- Types of services offered by the firm
- Current projects underway and availability of staff
- Information regarding the firm's equipment and facilities
- References
- Previous work performed for the City of Canton

### **Deadline and Submission Procedures**

Firms interested in being considered for this contract must provide this statement of qualifications by **4:00 P.M. on Monday, November 9, 2015**. Statements received after this deadline will not be considered. Please submit three (3) copies of your statement of qualifications to the following:

John Highman, Assistant Director of Purchasing  
City of Canton Purchasing Office  
218 Cleveland Ave. SW, 6th floor  
Canton, OH 44702

### **Evaluation and Next Steps**

Responding firms will be evaluated and ranked pursuant to Ohio Revised Code Sections 153.65-.73 based on the above criteria. Upon the completion of this evaluation process, the City of Canton Park Commission will enter into contract negotiations with the firm receiving the highest ranking.

The City of Canton Park Commission reserves the right to reject any and all proposals and to accept the proposal deemed most beneficial to the City of Canton.

**By order of the Park Director  
Derek Gordon**

**Published in The Repository  
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